



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

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IN REPLY PLEASE REFER TO FILE: **PJ-1**

April 3, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**VAN NUYS CIVIC CENTER CHILD CARE CENTER PROJECT
APPROVE MITIGATED NEGATIVE DECLARATION
ADOPT MITIGATION MONITORING AND REPORTING PROGRAM
APPROVE DEMOLITION OF EXISTING MODULAR FACILITIES
APPROVE REVISED TOTAL PROJECT BUDGET
SPECS. 5489; C.P. 77405
SUPERVISORIAL DISTRICT 3
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Consider the Mitigated Negative Declaration (Enclosure B) for the Van Nuys Civic Center Child Care Center Project, find that the project with the proposed mitigation measures will not have a significant effect on the environment, find that the Mitigated Negative Declaration reflects the independent judgment of the County, and approve the Mitigated Negative Declaration.
2. Adopt the Mitigation Monitoring and Reporting Program included in the Mitigated Negative Declaration to ensure compliance with changes to the project, which your Board has adopted as a condition of the project to mitigate or avoid significant effects on the environment.

3. Find that the project will have no adverse effect on wildlife resources and authorize the Director of Public Works to file a Certificate of Fee Exemption for the project.
4. Approve the project, including demolition of the Dependency Court building consisting of six modular structures, located at 14350 Sylvan Street, Van Nuys, California 91401, and authorize the Director of Public Works to carry out the project.
5. Approve the revised total project budget of \$2,410,000 for the Van Nuys Civic Center Child Care Center Project detailed in Enclosure A.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of the recommended actions will allow for demolition of the existing Dependency Court building, in preparation for the construction of the proposed Van Nuys Civic Center Child Care Center.

On March 13, 2001, your Board established the proposed capital project and awarded an architect/engineer contract to Landworth DeBolske Associates for consultant design services for the Van Nuys Civic Center Child Care Center.

The proposed child care facility will be located at the north end of the civic center campus, between the Registrar Recorders' building and the Van Nuys City Library at 14350 Sylvan Street. The proposed child care center is an approximately 7,000-square-foot facility, accommodating about 70 children, with a 7,000-square-foot outdoor play yard and a 7,000-square-foot parking lot. The child care center will comply with all State licensing requirements and provide appropriate amenities for both the children and staff, including accessible storage areas for children's belongings, an isolation area for sick children, children's restrooms, offices, a staff lounge, and adult restrooms. A kitchen with access for deliveries and a service area for trash collection and storage is also provided. The outdoor play yard features fully accessible play areas separated according to the children's ages with hard and soft surfaces, landscaping, a shade structure, and a junior basketball half-court. The entire outdoor play yard is surrounded by a 6-foot-high barrier to provide security and privacy for the children.

During the design phase, it was determined that the initial project scope could not be funded within the project budget. Public Works and the Chief Administrative Office conducted a value engineering effort to reduce costs. However, this effort identified only minimal cost savings, and we concluded that any further scope reductions would

adversely impact the services provided. Therefore, it is recommended that the project budget be increased by \$860,000 as described in Fiscal Impact/Financing.

In order to proceed with construction, the existing Dependency Court building must be demolished and the project site cleared of existing utilities. The existing building does not comply with current codes for child care facilities, and relocating the existing modular structures is not cost-effective because of their age and condition. Five of the six existing modular structures that comprise the Dependency Court building are vacant. One unit is occupied by the Self-Help Legal Access Center, which will be relocated to an existing County-owned modular facility at the corner of Sylmar Avenue and Delano Street.

Implementation of Strategic Plan Goals

This project is consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being by investing in public infrastructure and providing enhanced opportunities to assure good health and social well-being for children and families.

FISCAL IMPACT/FINANCING

The total project cost, including preparation of plans and specifications, plan check fees, demolition, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$2,410,000. The Project Schedule and Budget Summary are included in Enclosure A.

The recommended increase in the project budget from \$1,550,000 to \$2,410,000 includes \$70,000 for demolition of the existing Dependency Court building, \$60,000 to assist with the costs associated with relocation of the Self-Help Legal Access Clinic, and \$730,000 to address State child care licensing requirements. The additional project funding is provided from Third District Capital Projects and Extraordinary Maintenance net County cost and surplus interest earned on bond proceeds. Sufficient appropriation is available in the Fiscal Year 2002-03 Capital Projects Budget (C.P. 77405) to fund this project.

Operational Financing

As with other County employee child development centers, a solicitation will be issued to identify an experienced child development program operator. The successful respondent will have a track record of providing high quality and affordable child

development services to children ranging in age from six weeks to six years. The facility will be made available to the operator on a rent-free basis. In addition, daily janitorial, facility maintenance, and utility costs will be covered by a consortium of County departments with employees based in the Van Nuys area. By relieving the operator of these facility costs, parent fees can be kept to a minimum, and participation in the program will be accessible to a broad spectrum of County employees.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Not applicable.

ENVIRONMENTAL DOCUMENTATION

In accordance with the California Environmental Quality Act, a draft Mitigated Negative Declaration was prepared and circulated for public review and must be approved by your Board prior to the start of construction. The Mitigated Negative Declaration was circulated on February 20, 2003, for agency and public review in accordance with CEQA requirements. The review period ended on March 20, 2003. No public comments were received on the Mitigated Negative Declaration during the review period.

The mitigation measures specifically address operational concerns, such as lighting and transportation and construction phase issues, including traffic, solid waste generation, noise levels, and dust control. The recommended measures to mitigate the impacts include specific design features and procedures during construction, which will be incorporated into the construction bid documents and include field observation by specialized consultants during critical phases of construction. The Mitigated Negative Declaration concluded that the project with the proposed mitigation measures will not have a significant effect on the environment.

A fee must be paid to the State Department of Fish and Game when certain notices required by CEQA are filed with the County Clerk. The County is exempt from paying this fee when your Board finds that the project will have no impact on wildlife resources. The Mitigated Negative Declaration concluded that the proposed project will have no adverse impacts on wildlife resources. Therefore, it is recommended that your Board find that the project will have no adverse effect on wildlife resources and authorize Public Works to complete and file a Certificate of Fee Exemption for the project.

CONTRACTING PROCESS

On March 13, 2001, your Board awarded an agreement for design services to Landworth DeBolske for a total not to exceed fee of \$122,330. Public Works has supplemented the agreement under delegated authority by \$8,770, increasing the total contract value to \$131,100.

Following the adoption of these recommendations and in order to expedite construction of the child care center, Public Works intends to use an as-needed contract for the demolition of the Dependency Court building as soon as the facility is vacated by the Self-Help Legal Access Center.

Following completion of design, we will return to your Board for authorization to advertise for construction bids to construct the new child care center.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on any other budgeted programs or projects as a result of this action. All existing County services and functions will be relocated prior to demolition of the Dependency Court building. The implementation of this project is consistent with your Board's request to increase the availability of child care in the County.

The Honorable Board of Supervisors
April 3, 2003
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects) and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

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Enc. 2

cc: County Counsel
Office of Affirmative Action Compliance

April 3, 2003

ENCLOSURE A

**VAN NUYS CIVIC CENTER CHILD CARE CENTER PROJECT
APPROVE MITIGATED NEGATIVE DECLARATION
ADOPT MITIGATION MONITORING AND REPORTING PROGRAM
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I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	03/13/01	03/13/01*
Execute Design Contract	03/27/01	03/29/01*
Program	05/01/01	08/28/01*
Enhanced Schematic	07/06/01	12/26/01*
Construction Documents	10/03/01	04/17/03
Jurisdictional Approvals	11/04/01	06/05/03
Construction Award	01/18/02	08/19/03
Construction Start	02/08/02	09/09/03
Substantial Completion	10/06/02	08/24/04
Final Acceptance	12/05/02	10/25/04

* Actual Completion Date.

Note: This schedule reflects the construction of the new Van Nuys Civic Center Child Care Center. The demolition of the existing modular facilities will be completed prior to the start of construction.

II. PROJECT BUDGET SUMMARY

Budget Category	Approved Project Budget	Revisions to Budget Under Delegated Authority	Impact of this Action	Proposed Project Budget
Land Acquisition	\$ 0	\$ 0	\$ 0	\$ 0
Plans and Specifications Program	\$ 5,000	\$ 0	\$ 0	\$ 5,000
Basic Design Services	\$ 99,000	\$ 6,770	\$ 0	\$ 105,770
Consultant Services	\$ 13,330	\$ 2,000	\$ 0	\$ 15,330
Reimbursable Services	\$ 5,000	\$ 0	\$ 0	\$ 5,000
SUBTOTAL	\$ 122,330	\$ 8,770	\$ 0	\$ 131,100
Plan Check/Jurisdictional Reviews	\$ 7,935	\$ 0	\$ 9,615	\$ 17,550
Demolition	\$ 0	\$ 0	\$ 70,000	\$ 70,000
Construction				
Construction Contract	\$ 943,723	\$ 0	\$ 559,327	\$ 1,503,050
Escalation	\$ 47,186	\$ 0	\$ (47,186)	\$ 0
Subtotal Construction	\$ 990,909	\$ 0	\$ 512,141	\$ 1,503,050
Change Order Contingency	\$ 99,091	\$ 0	\$ 59,909	\$ 159,000
Utilities Connection	\$ 5,000	\$ 0	\$ (5,000)	\$ 0
SUBTOTAL	\$ 1,095,000	\$ 0	\$ 637,050	\$ 1,732,050
Equipment	\$ 42,907	\$ 0	\$ (38,407)	\$ 4,500
Other Consultant Services	\$ 20,500	\$ 0	\$ 52,160	\$ 72,660
Miscellaneous Expenditures	\$ 5,000	\$ 0	\$ 5,000	\$ 10,000
County Services	\$ 256,328	\$ (8,770)	\$ 194,582	\$ 442,140
TOTAL	\$ 1,550,000	\$ 0	\$ 860,000	\$ 2,410,000

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ENCLOSURE B

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